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SECURITY INFORMATION

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1 December 1952

MEMORANDUM FOR: DIRECTOR OF TRAINING

SUBJECT: Training (General) Monthly Report - November 1952

## 1. Personnel in TRG Courses:

a. Clerical Refresher Course #18  
(10-26 November 1952)

Shorthand I	5	
Shorthand II	11	
Typing I	11	
Typing II	13	
English Usage	<u>10</u>	50

b. Reading Improvement Course #8  
(17 Nov. 52-2 Jan. 53)

FI/PP/PM Personnel	29	
Other Agency Personnel	39	
State Department Personnel	<u>15</u>	83

## c. CIA Language Lab.

Afrikaans-13 Oct.-30 Jan. 53	2	
Beg. French-30 Sept. 52-9 Jan. 53	6	
French A-2-15 June-5 Dec. 1952	3	
German-29 Sept. 52-30 Jan. 53	6	
German A-4-22 Sept. 52-23 Jan. 53	7	
German A-3-16 June-5 Dec. 1952	7	
Beg. Italian-22 Sept. 52-9 Jan. 53	8	
Italian A-10 June 52 - Indefinite	1	
Beg. Spanish-22 Sept. 52-9 Jan. 53	6	
Self-Study	<u>180*</u>	226*

d. Basic Intelligence School #6  
(10 November-19 December 52)

12

e. CIA Presentation Program  
12 November 1952  
26 November 1952

64	
<u>69</u>	133

\*Approximate

JOE NO. \_\_\_\_\_ DOC NO. \_\_\_\_\_ ELD NO. \_\_\_\_\_ DOC NO. 58 NO CHANGE  
IN CLASS/DECLASS/CLASS CHANGED TO: TS S C RET. JUST 22  
NEXT REV DATE 10 REV DATE 8/8/53 REVIEWER 699 TYPE DOC. 02  
NO. PGS 3 CREATION DATE \_\_\_\_\_ ORG COMP 11 CPL 11 ORG CLASS S  
REV CLASS C REV COORD. \_\_\_\_\_ AUTH: HH 703

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f. CIA Indoctrination	213	
g. Clerical Orientation Courses #13-18	78	
h. Clerical Induction Training		
Typing	24	
Shorthand	16	
English	156	
Geography	56	
Office Practice	<u>55</u>	307
i. Agency Orientation Course #8		503*
j. Human Resources Program		<u>36</u>
Total TRG Courses		1,641

2. Personnel entered in Training arranged by TRG at outside institutions:

a. Defense Schools		
Air Weapons Orientation Course		
#52-18 - 3-7 November 1952	2	
#52-19 - 17-21 November 1952	<u>2</u>	4
Air War College		
17 August 52-18 June 53		1
Armed Forces Staff College		
22 August 52-Jan. 53		1
Army War College		
28 August 52-June 53		1
Intelligence Staff Officers Course		
2 Sept.-12 Dec. 1952		1
Industrial College of the Armed Forces		
21 Aug. 52-18 June 53		1
National War College		
21 Aug. 52-15 June 53		3
Naval Intelligence School		
1 July-19 December 1952		1
Naval War College		
7 Aug. 52-June 1953		1
Strategic Intelligence School		
10 Nov.-19 Dec. 1952	<u>3</u>	17
b. OCS Trainees		
Army	11	
Air Force	11	
Navy	9	
Marines	<u>3</u>	34

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c. 

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\*Approximate

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d. Language Training

Georgetown University

UTL #22 - 29 Sept.-21 Nov. 1952	14	
UTL #23 - 27 Oct.-19 Dec. 1952	6	
SRS #1 - Basic-22 Sept.-28 Jan. 53	5	
SRS #1 - Basic-24 Nov. 52-13 Mar. 53	5	
SRS #II - Adv.-22 Sept. 52-28 Jan. 53	3	
SRS #II - Adv.-24 Nov. 52-13 Mar. 53	5	
SRS/L - 22 Sept. 52-28 Jan. 53	5	
SRC - Russian Specialization		
29 Sept.-Aug. 53	6	

Misc. (Georgetown Courses)	102	
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	9	
	<u>42</u>	202

IBM		15
Misc. External Training Requests		18
Attendance at IOAF Lectures		22
Attendance at SIS Lectures		22
		<u>29</u>

Total External Training	<u>362</u>
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Grand Total	2,003
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November Entrants - TRG Training	1,413
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November Entrants - External Training	82
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Registrar, OTR

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OFFICE OF THE DIRECTOR  
OF THE ARMY

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